**ASCC Arts and Humanities Subcommittee 1**

Approved Minutes

Monday, December 4th, 2023 9:30 AM – 11:00 AM

CarmenZoom

**Attendees**: Bitters, Hedgecoth, Hilty, Köhnlein, Neff, Smith, Staley, Troyan, Vankeerbergen

**Agenda**

1. History 7910 (existing course requesting 100% DL)
	1. *Recommendation*: The Subcommittee recommends that the department remove the reference to a grade of (C) average under “Credit hours and work expectations” given that this course is graded S/U. [Syllabus p. 4]
	2. Köhnlein, Troyan; unanimously approved with *one* *recommendation*.
2. History 3642 (existing course with GEL Historical Study; requesting 100% DL)
	1. **Contingency**: The Subcommittee notices that the Goals and ELOs for Historical Studies have been copied from the New General Education (GEN) instead of the Legacy General Education (GEL) and asks that the department change this to the correct set, which can be found on the [Arts and Sciences Curriculum and Assessment Services website](https://asccas.osu.edu/legacy-general-education-gel-goals-and-elos). [Syllabus pp. 2-3]
	2. *Recommendation*: The Subcommittee recommends that the department modify the percentages that the midterm exam and the research project are said to be worth in the assignment descriptions. In the grade breakdown they are said to be worth 12.5% and 35% of the final grade, respectively, but in the course description they are said to be worth 10% and 40%. [Syllabus pp. 8, 11-12]
	3. Troyan, Köhnlein; unanimously approved with **one** **contingency** and *one* *recommendation*.
3. Comparative Studies 4021 and 4021E (new courses requesting 100% DL and GEN Theme Citizenship for a Diverse and Just World)
	1. **Contingency** for 4021 and 4021E: The Subcommittee asks that the department change the percentage attributed to “Discussion and Short Assignments” in the assignment descriptions to 25% as it appears in the grade breakdown on p. 17 of both syllabi. [Syllabi p. 18]
	2. **Contingency** for only 4021: The Subcommittee asks that the department rename “Discussion and Co-Learning” to “Discussion and Short Assignments” (assuming this is the title the department prefers) as it appears later in this syllabus on p. 18 and in the 4021E syllabus on pp. 17 & 18. [Syllabus p. 17]
	3. **Contingency** for 4021 and 4021E: The Subcommittee notices that the prerequisites for the course are English 1110 or equivalent or completion of GE Foundation Writing and Information; and completion of a section of COMPSTD 2367 or permission of instructor. The Subcommittee reminds the department that students in the new GE will not have a second level writing course. Along those lines, the Subcommittee asks the department to consider removing the prerequisite of 2367.xx so that the course is accessible to a wide range of students.
	4. **Contingency** for only 4021E: The Subcommittee asks that the department include honors standing as a prerequisite on the form in curriculum.osu.edu as honors standing is required to enroll in an embedded honors section of a course. Including this prerequisite on the form ensures that it is implemented and goes into the course catalog.
	5. *Recommendation* for 4021 and 4021E: The Subcommittee recommends including the 25-minute break on the first page of the syllabus next to the time of the synchronous sessions so that it is clearly visible to students.
	6. Hedgecoth, Köhnlein; unanimously approved 4021 & 4021E with **three** **contingencies** and *one* *recommendation* each*.*
4. German 3253.01 and 3253.02 (existing course with GEL Cultures and Ideas; requesting number change, course title/focus change, and GEN Theme Traditions, Cultures, and Transformations)
	1. **Contingency** for 3253.01 and 3253.02: The Subcommittee asks that the department include the Legacy General Education (GEL) Goals and ELOs for Cultures and Ideas in the syllabus (since these courses are approved to count in this category), which can be found on the [Arts and Sciences Curriculum and Assessment Services website](https://asccas.osu.edu/legacy-general-education-gel-goals-and-elos).
	2. **Contingency** for 3253.01 and 3253.02: The Subcommittee asks that the titles in the assignment descriptions match the titles and order from the chart under “How your grade is calculated”. [3253.01 syllabus pp. 7-10; 3253.02 syllabus pp. 9-11]
	3. **Contingency** for only 3253.02: The Subcommittee requests that the department clarify how the 3 hours of direct instruction will be achieved each week. Given the course’s asynchronous nature, it is not entirely clear where students will be receiving the required 3 hours of direct instruction, as is the standard for a 3-credit hour course.
	4. Comment for only 3253.02: The Subcommittee notices that the email address provided under “Course communication guidelines” is not that of the instructor and offers a friendly reminder to the department to take care of that discrepancy. [Syllabus p. 6]
	5. Köhnlein, Hedgecoth; unanimously approved 3253.01 with **two** **contingencies** and 3253.02 with **three** **contingencies** and one comment.
5. Theatre 5343 (new course)
	1. **Contingency**: The Subcommittee asks that the department include a description of the assignments so that it is clear to students what is expected. For more information regarding required assignment details in syllabi, refer to item 9 on the Syllabus Elements page of the [Arts and Sciences Curriculum and Assessment Services website](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements). [Syllabus p. 2]
	2. Question: The Subcommittee notes that the course counts for credit in the Moving Image Production major yet is submitted as a Theatre course. The Subcommittee certainly is not suggesting that this is wrong but wonders why the course is not submitted as a Moving Image Production course, as that is also what the content of the course is focused on. Could the department explain via return email?
	3. Hedgecoth, Troyan; unanimously approved with **one contingency** and one question.